

**DRAFT**  
**MIDDLE PENINSULA-NORTHERN NECK**  
**LOCAL HUMAN RIGHTS COMMITTEE**  
**MINUTES OF JANUARY 28, 2013**

Chairman Alice Coates called the regular meeting of the Middle Peninsula-Northern Neck Local Human Rights Committee to order at 1:00 p.m. on January 28, 2013 at Bridges of RGH, in Kilmarnock, Virginia. Committee members present were: Alice Coates, Claudette Henderson, Robin Wyatt, Bill McConahey, and Kathy Powell. Agency representatives included: William Mickens and David Torrence - Adjust To Life Behavioral Services, Athena Neblitt - Bridges of RGH, Cynthia Maner - Bridges of RGH, Stacey Burrell - Brothers' Keeper, Rosey Sushkoff - Dominion Day Services, Diona Sheffield - Eastern Va. Adult Care, Michael Simon - Empowering Youth for Positive Change, Mary Hayden - Heart Havens, Joanne Brown and Chuck Walsh - Middle Peninsula Northern Neck Community Services Board, Anne Allen - New Day Counseling, Bill Williams - Pathways Counseling Services, Stephanie Nesbitt and Kim Turner - SOLA, Inc., Stacy Hardcastle and Juli Peebles - The Brambles, and Kim Snider - Wall Residences. Hillary Zaneveld, Human Rights Advocate, and Gail Slaughter, LHRC Administrative Support, were also in attendance.

**Approval of Revised Agenda**

The Middle Peninsula Northern Neck Community Services Board requested that their agenda item to appoint a Next Friend be removed from the agenda at this time. The Bramble requested to be added to the agenda to request approval of a policy regarding monitoring devices. Ms. Powell moved approval of the revised agenda. Dr. McConahey seconded the motion which passed unanimously.

**Approval of Minutes**

Ms. Henderson moved that the minutes from the October 22, 2012 meeting be approved. Ms. Powell seconded the motion which passed unanimously.

**Public Comment**

There were no public comments.

**Program Presentation**

Ms. Neblitt welcomed everyone to Bridges of RGH. She explained that Bridges provides the behavioral health services for Rappahannock General Hospital. She said that Bridges offers three levels of care: inpatient, structured outpatient, and psychiatric services.

Ms. Neblitt said that there was a managerial change effective January 5, 2013. It had been decided that there would be a single manager for Bridges. She was now the Director of Behavioral Health Services for Bridges.

**New Business**

Dominion Day Services requested affiliation with the Middle Peninsula-Northern Neck Local Human Rights Committee. They will be providing Intensive In-Home Services and Day Support Services. Ms. Henderson moved approval of their request. Dr. McConahey seconded the motion which passed unanimously. Ms. Wyatt moved approval of Dominion Day Services Behavior Management Policies and Procedures. Dr. McConahey seconded the motion which passed unanimously.

Eastern Virginia Adult Care requested affiliation with the Middle Peninsula-Northern Neck Local Human Rights Committee. They will be providing mental health support services. They are located in Hayes, Virginia. Dr. McConahey moved approval of their request for affiliation and approval of their Behavior

Management Policies and Procedures. Ms. Wyatt seconded the motion which passed unanimously.

Adjust to Life Behavioral Services requested affiliation with the Middle Peninsula-Northern Neck Local Human Rights Committee. They want to provide mental health support services in the King William area. They anticipate serving 20 - 30 people, with a staff of seven or eight people. Ms. Henderson moved approval of their request for affiliation and approval of their Behavior Management Policies and Procedures. Dr. McConahey seconded the motion which passed unanimously.

SOLA, Inc. requested approval to add a Pharmacological Restraint policy to their existing Behavior Management Policies. Ms. Zaneveld explained that this would allow SOLA, Inc. to use a pharmacological restraint, even if they did not need to use it right now. Ms. Wyatt moved approval of this policy. Dr. McConahey seconded the motion which passed unanimously.

The Brambles requested approval to have video cameras placed in the common areas of their Day Support Program and outside of their residences. After discussion, Ms. Powell moved approval of the proposed policy with the changes that the cameras will not be used for training purposes, and at their residences, only the CEO will review the tapes. Dr. McConahey seconded the motion which passed unanimously. Ms. Hardcastle will submit a corrected policy to Committee members within one week.

### **Event Report Statistics**

Ms. Zaneveld stated that if a provider did not have their annual report today, it would need to be presented at the April meeting. If they did not have it in April, she would request that a citation be issued to that provider.

**Bridges of RGH - Structured Outpatient** - Ms. Neblitt presented their quarterly and annual report. She noted that for the quarter, 38 individuals were served. Annually, 159 individuals were served. She reported that there was a management structure change. In January, she became the Director of Behavioral Health Services.

**Bridges Inpatient** - Ms. Neblitt presented their quarterly and annual report data. Quarterly, there were 75 admissions. Annually, there were 333 admissions. Ms. Zaneveld asked that incident information not be included on either the annual or quarterly reporting forms.

**Heart Havens** - Ms. Hayden presented Heart Havens quarterly and annual report data.

**Middle Peninsula Northern Neck Community Services Board** - Ms. Brown presented the quarterly report data for the Middle Peninsula Northern Neck Community Services Board. She reported that on October 31, 2012, Licensing Specialist Tammy Trestrail visited the Gloucester Counseling Center to review Outpatient MH & SA services and MH Case Management. There were no citations. On December 5, 2012, Ms. Trestrail visited the Psychosocial Rehab Program. There were no citations.

Ms. Brown presented the annual report data for the Middle Peninsula Northern Neck Community Services Board. Ms. Zaneveld said that number of abuse allegations must equal the number of cases closed, and the number of complaint cases must equal the number of cases closed. Ms. Brown will send a corrected form to Committee members.

**SOLA, Inc.** - Ms. Turner presented the quarterly report data for SOLA, Inc. She will submit a revised report with corrections to Committee members. Ms. Turner reported that SOLA, Inc. had just received two citations. She said that they had requested approval to include a policy on pharmacological restraints to their existing Behavior Management Policies.

Ms. Turner presented the annual report data for SOLA, Inc.

**The Brambles** - Ms. Hardcastle presented the quarterly report data for The Brambles. She reported that

they had an inspection on October 3, 2012 by the Office of Human Rights and the Office of Licensure. They received two citations and had two caps (corrective actions plans) from Licensure to complete. They have ordered new DVDs for training purposes from the Office of Human Rights. They have opened their last house, The Coastal, which has four residents. The Brambles had amended and implemented a pharmacological and medical restraints policy.

Ms. Hardcastle presented the annual report data for The Brambles. She said that the total number of cases closed should have been reported as 1, not 0.

**Wall Residences** - Ms. Snyder presented the quarterly and annual report data for Wall Residences.

**Brothers' Keeper** - Ms. Burrell presented the quarterly report data for Brothers' Keeper. She will send Committee members an updated quarterly report with the correct number of individuals served and the correct year. She will also send members their annual report. Ms. Burrell reported that Brothers' Keeper was assigned a new Licensing Specialist – Jessica Belk.

**New Day Counseling** – Ms. Allen presented the quarterly and annual report data for New Day Counseling. She reported that she had a licensing review on August 23, 2012. She was issued a triennial license.

**Empowering Youth for Positive Change** – Mr. Simon handed out the quarterly and annual report data for Empowering Youth.

**Pathway Counseling Services** – Mr. Williams presented quarterly and annual report data for Pathway Counseling Services. He reported that a conditional license was received on November 27, 2012. The Pathway administrative offices will be moving to Warsaw in February.

#### **Old Business**

Ms. Hardcastle reported that regarding identifying clients for medication administration, a photo is now being placed in the front of every MAR (medication administration record). This was implemented right after the last LHRC meeting.

#### **Advocate's Report**

Ms. Zaneveld reported that based on the Department of Justice settlement, a requirement will be that incidents will need to be reported on the CHRIS system. She will do her best to help if there are questions, but suggested that any questions be emailed to Ms. Margaret Walsh. A dual system (paper and computer) will be in place for awhile.

Ms. Zaneveld said that their office had been conducting a lot of site visits. They are finding locked cabinets and refrigerators at many sites. This can not be done unless there is a behavioral treatment plan for that individual, which includes an order for this restriction, consent from the authorized representative, and this information must have been presented to the Local Human Rights Committee for approval. The LHRC would need to be updated quarterly. If the locks were to be permanent, this would need to be included in that program's Rules of Conduct. If locks were placed on these items, residents would need to be notified that the locks could be opened upon request.

Ms. Zaneveld asked providers to work with their staff on the complaint process.

#### **Other**

Ms. Coates read a statement notifying members and providers that she had been appointed by the Lancaster County Board of Supervisors to serve on the Middle Peninsula Northern Neck Services Board, and therefore, it would be necessary for her to resign from the Local Human Rights Committee. She said that she had enjoyed serving on this Committee and thanked the providers for the work that they do.

#### **Executive Session**

On the motion of Dr. McConahey seconded by Ms. Powell, the LHRC voted to go into Executive Session

pursuant to VA Code 2.2-3711 – A for the protection of the privacy of individuals in personal matters not related to public business, namely for the purpose of hearing from the Middle Peninsula Northern Neck Community Services Board, Bridges Inpatient, SOLA, Inc., and The Brambles for the review of patient information pursuant to the regulations.

Ms. Henderson moved that the Committee return to open session. Dr. McConahey seconded the motion which passed unanimously. Each member of the Committee certified to the best of each member's knowledge, only private business matters identified in the motion to convene the Executive Session were discussed in Executive Session.

Ms. Zaneveld said that a Chairperson could be elected now (as Ms. Coates, the current Chair, is resigning from the Committee) or at the next meeting. The Committee decided to wait until the next meeting.

**Adjourn** – There being no further business, the meeting adjourned.

Respectfully Submitted,  
Gail Slaughter  
LHRC Administrative Support Liaison